

East Providence Housing Authority

REGULAR/ MEETING

October 22, 2013

The Regular Meeting of the Board of Commissioners of the East Providence Housing Authority was held on the above date at City View Manor. The meeting was called to order at **5:00PM** by Chairman Richard Smith.

The Pledge of Allegiance was lead by Executive Director Theresa Correia and recited by those in attendance.

ROLL CALL:

Present: Chairman, Richard Smith, Vice Chairperson, Lynn Vargas, Commissioners Patricia Diffley, Luci Stoddard, Antero Braga, and Executive Director Theresa Correia.

Excused: Commissioners Dorothy Tillou, John Faria

APPROVAL OF MINUTES:

Regular Meeting – 9/24/2013 Motion by Vice Chair Vargas to accept the minutes as presented, seconded by Commissioner Stoddard. All Commissioners voted aye.

DIRECTOR'S REPORT:

Director Correia reported on the following:

- Section 8 WL: Director Correia informed the board that opening of the waiting list was a success. Over 6500 applications were distributed between 8:15am and 2:00pm. Correia stated that she never expected to distribute over 6 times the number that had been handed out in 2007. Correia stressed that the coordinated efforts between the East Providence Police Department, School Department, and Pierce Field Complex Manager, were key in having a positive outcome. The EPHA is extremely grateful for the cooperation received. She went on to briefly explain what will happen in the coming months, with the applications that are returned.
- Crime: Director Correia stressed her concerns over the recent vandalism and crime at Goldsmith Manor and City View Manor. Over the past few weeks cases have been reported of a stolen vehicle from CV parking lot, two custom smoke-free signs ripped from their posts at both buildings, and cash and keys taken from a tenants unit. Correia stressed how important surveillance cameras are in helping to deter any potential criminal act. The commissioners agreed that having a means for tenants to report suspicious behavior, and finding ways of keeping the residents safe, is a high priority. Correia informed the board that it will be necessary to go forward with plans for new and upgrading of cameras at both buildings, rather than wait for GRANTS to become available. Commissioners agreed.
- REAC: Inspections of the duplexes are scheduled for 10/30/2013. Tony Cunha has had maintenance staff visiting all duplexes to perform all necessary repairs, in the event that they had not been called into the office.
- Verizon FIOS: Install of FIOS is complete in City View Manor and Goldsmith Manor. It went very well. Correia explained that there had

been only one issue where two items in a closet had to be cleaned. The contractor re-imbursed the tenant immediately. Work began at Harbor View 10/22/13.

- Architectural Engineering Services: Correia informed the board that Jim Castellucci had notified us that his office will be closing in the next few months. He has years of documents that will be available to our office, should we need them. We will miss his tremendous knowledge of our buildings.

Motion by Commissioner Stoddard to accept the Executive Directors Report as presented. Seconded by Commissioner Braga. The motion carried.

PUBLIC HOUSING VACANCY REPORT

Motion by Vice Chair Vargas to accept the report, seconded by Commissioner Diffley. The motion carried.

HOUSING CHOICE VOUCHER REPORT

Chairman Smith commended the staff on a job well done on the day the waiting list was opened. He had stopped in at the site and was able to see the steady flow of applicants. A motion by Commissioner Diffley to accept the report, seconded by Commissioner Stoddard. The motion carried.

HOUSING CHOICE VOUCHER FSS REPORT

Motion was made by Commissioner Stoddard to accept the report, seconded by Vice Chair Vargas. The motion carried.

PAID BILL REPORT

September 2013: \$129,309.29

Director Correia commented on a few line items. Commissioner Braga asked if the landscape line item was for services to maintain the exterior of the CV building. Correia said no, the maintenance staff is responsible. Braga praised the way the property is kept. Commissioner Braga moved approval of the September 2013 Paid Bill Report. That motion was seconded by Commissioner Stoddard and passed unanimously.

RESOLUTIONS:

NONE

RESIDENT COMMENTS:

Kathy Fernandes, resident at City View Manor, voiced concerns over time it should take to perform a bed bug treatment. Director Correia referred her to the bed bug policy, which she had a copy of. She stated that while she has not had a report of them herself, she had heard from others that they had not been treated within a reasonable time. Correia said she would be happy to meet with Kathy to discuss report dates and treat dates, as she has kept a log of all.

Donna Lang, a resident at City View Manor, stated that she had been able to open her apartment door with a credit card and was concerned for her safety. Director Correia asked if this had been reported to the office when it occurred. Lang said no. Facilities Manager Cunha stated that on another occasion, he had been to a unit after a similar complaint, and had not been able to open the tenant's door. Conversation ensued and it was left that Cunha would visit Ms. Lang's unit to see what could be done. He would also address any other locks that had issues. The board stressed the importance of reporting any issues tenants may be having with their locks to the office.

Elvia Brown, from City View Manor asked what she could do to resolve an issue with another tenant. She had confrontations with this person and was not comfortable. She stated that Social Worker Pontus and Director Correia had put her in touch with the community police officer, however she still felt uneasy. Chairman Smith asked her to see the Director who would report back to the board. She stated that she had taken care of it. Brown asked for clarity on what the resident commissioner's duties are. Smith explained and directed Brown to approach the appropriate staff member to address issues. If unresolved, reach out to a board member.

Maryanne Nolin, of Goldsmith Manor, read a letter addressing concerns of tenants smoking after staff leaves during the week and on weekends. Correia stressed the importance of tenants reporting incidents. She also stated that there are procedures in place for violation notices and stressed that it was a process. Vice Chair Vargas thanked Ms. Nolin for her input. Chairman Smith stressed how long the judicial process can take and assured residents that the proper channels would be followed.

EXECUTIVE SESSION:

Upon the request of Chairman Smith, Commissioner Stoddard made a motion, seconded by Commissioner Braga, to go into Executive Session under RIGL Section 42-46-5(a)(1) to discuss job performance and executive contract. The motion passes unanimously and the Executive Session commenced at 6:15PM

At 7:05pm a motion was made by Commissioner Stoddard and seconded by Vice Chair Vargas, to reconvene to Open Session of the Regular Meeting. The Chairman reported that no votes had taken place.

ADJOURNMENT

At 7:06pm upon a motion by Commissioner Diffley and a second by Commissioner Stoddard, the meeting was adjourned. All Commissioners present voted in favor.

Respectfully submitted,

Theresa M. Correia
Executive Director
Transcribed by tmcorreia